



7300 N. Palmyra Rd. Canfield, OH 44406
(330) 729-4100 <https://mahoningctc.com/adult/>



HEALTHCARE

Medical Assistant [ACCSC](#)

Learn clinical and administrative skills necessary to work in physician's offices, extended care facilities, urgent care, labs and more. 945 hours.

9/12/2022-6/15/2023

8:30a-3:30p MTWTH

Tuition plus books and supplies: \$11,685*

Credential Opportunities:

Certified Medical Assistant (AAMA), Certified Phlebotomist (NCCT), AHA BLS Provider CPR and First Aid

Medical Office Specialist [ACCSC](#)

Found in nearly every healthcare setting, Medical Office Specialists are trained to work in medical records, perform medical coding and billing, reception and patient scheduling. 740 hours.

9/12/22-6/14/23

5p-10p MTWTH

Tuition plus books and supplies: \$9,605*

Credential Opportunities:

National Certified Medical Office Assistant (NCCA), Certified Medical Coding and Billing (AMCA), AHA BLS Provider CPR And First Aid

HANDS-ON TRADES

Welding [ACCSC](#)

The skills gap is increasing and manufacturing, construction and fabrication sectors are all experiencing a growing need for certified structural and pipe welders. 760 hours.

9/6/2022-6/21/23

5p-10p MTWTH

Tuition plus books and supplies: \$9,833*

Credential Opportunities:

AWS D1.1Structural, AWS D1.1 Pipe 6GSAW, AWS D1.1Pipe 6G STT, AWS D1.1 Pipe 6G TIG

Automotive Technology [ACCSC](#)

Train to pursue a career as an automobile service technician specializing in maintenance and light repair and fleet repair. Extensive instruction from experienced instructors following NATEF standards. 900 hours.

10/24/22-12/21/23

6p-10p MTWTH

Tuition plus books and supplies: \$10,600*

Credential Opportunities:

ASE Brakes (ASE 302-02), Maintenance and Light Repair (ASE G-1), Automobile Service Consultant (ASE C-1), Engine Repair (ASE C-1)

FIRE AND EMS

Firefighter I & II

Train to pursue a career in the field of firefighting. Start with **Firefighter I** for an introduction to basic firefighting skills and live fire training. Advance to **Firefighter II** to build skills with an emphasis on rescue and prevention concepts.

Firefighter I

Fall Program 8/24/22-12/3/22 184 hours

Spring Program 1/25/23-4/29/23 184 hours

6p-10p MW

8a-5p SA

Tuition plus books and supplies: \$1,400*

Credential Opportunity:

State of Ohio Firefighter Level I Certification

Firefighter II [ACCSC](#)

Fall Program 9/6/22-11/13/22

84 hours

6p-10p TTH

8a-5p SUN (10/16/22 & 11/13/22)

Spring Program 3/7/23-5/9/23

84 hours

6p-10p TTH

8a-5p SUN (4/2/23 & 5/7/23)

Prerequisites: NIMS 100 and 700; Emergency Vehicle Operations Course

Tuition: \$850 + book* (book required only if student doesn't already own book used in FFI)

Credential Opportunity:

State of Ohio Firefighter Level II Certification

EMT [ACCSC](#)

Emergency Medical Technicians provide immediate and life-saving care in a trauma setting, transport patients and care for sick or injured. 172 hours plus field time required.

9/21/22-01/18/23

6p-10p MW

9a-5p SA

Tuition plus books and supplies: \$1,500

Credential Opportunity:

National Registry of Emergency Medical Technicians (NREMT), AHA BLS Provider CPR and First Aid

University Hospitals Paramedic



MCCTC Adult Career Center hosts University Hospitals Paramedic Initial Provider Course. Call (330) 729-4100 to request more information.

NEW THIS YEAR!
APPLY ONLINE TO ANY PROGRAM.



GETTING STARTED

We strive to simplify the application and enrollment process for our students.

Our recruiter will work with you to schedule a campus tour, discuss how to fill out the program application and advise you on what you need to do to apply for financial aid. Next, we have a student services and financial aid coordinator that will take you over the enrollment finish line by helping you process financial aid and enrollment paperwork.

Call (330) 729-4100 to learn more.

SPECIAL INTEREST

Beekeeping Basics

9/29/22-11/3/22 6p-8p TH \$99

Beekeeping Basics II

2/23/23-3/30/23 6p-8p TH \$99

Pencil Drawing

10/4/22-10/20/22 630p-9p TTH \$69 + supplies

1/17/23-2/2/23 630p-9p TTH \$69 + supplies

Watercolor

11/1/22-11/17/22 630p-9p TTH \$69 + supplies

3/7/23-3/23/23 630p-9p TTH \$69 + supplies

Crash Course in Conversational French

9/26/22-10/19/22 330p-5p MW \$79

Computer Basics

10/20/22-11/3/22 6p-8p TH \$69

2/16/23-3/2/23 6p-8p TH \$69

Windows 10

9/20/22-10/11/22 6p-8p TTH \$125

4/18/23-5/9/23 6p-8p TTH \$125

QuickBooks

9/26/22-11/2/22 6p-8p MW \$275

2/27/23-4/5/23 6p-8p MW \$275

Virtual SHRM Learning System for SHRM-CP and SHRM-SCP Certification Preparation

Designed to help you prepare for HR Certification with the SHRM Learning System Course while enhancing your knowledge of policies, strategies and how to effectively deliver HR services.

9/14/22-12/7/22 6p-9p W \$999

3/8/23-5/24/23 6p-9p W \$999

(Please note class is held virtually via ZOOM.)



CUSTOMIZED BUSINESS AND INDUSTRY TRAINING

Are your employees in need of updated skills or certifications?

MCCTC Adult Career Center is your training solution!

In order to meet the specific needs of our local workforce, the Adult Career Center offers hands-on customized business and industry training to employers throughout the Mahoning Valley! Training options include Robotics, Healthcare, STNA, Welding, Human Resources, Computers and so much more.

Customized Training for your workforce.
You name it, we'll design and deliver it!

DID YOU KNOW?
EMPLOYERS CAN BE REIMBURSED FOR TRAINING COSTS WITH THE OHIO TECHCRED PROGRAM.
CALL TO FIND OUT HOW TO APPLY!
(330) 729-4100



Ohio TechCred

Free Adult Education Classes

- Improve your academic skills in reading, math or language.
- Study and prepare for the High School Equivalency exam.

Call (330) 729-4100 for more information or register for an information session.



Adult Diploma Program

The Adult Diploma Program* provides an outstanding opportunity for adults 20 years of age and older to earn a high school diploma and industry recognized credentials aligned to one of Ohio's in-demand jobs. Upon meeting all requirements, the program provides all testing, books and tuition for the student.

Career training programs** being offered at MCCTC that are eligible for the Adult Diploma Program: **EMT, Phlebotomy, STNA, Stick Welding and Firefighter 1.**



*The Adult Diploma Program is under the guidance of the Ohio Department of Education.

** Program offerings subject to change.



About MCCTC Adult Career Center

Commitment to lifelong learning and academic excellence.

Education model that fosters collaboration between instructors and students, as well as hands-on experiences in the classroom.

Career training programs that are driven by in-demand jobs and industry trends.

Policies, Procedures and School Information

Registration: Any adult 18 years of age or older and out of high school may register for a short course regardless of previous educational background. Career Training programs require a high school diploma, GED or high school equivalency as well as completion of the Admission Procedure as found online at <http://mahoningctc.com/admission-requirements.html>.

Short-Term Class Tuition: All tuition fees are listed in the class schedules and must be paid at the time of registration. No person may enter a class unless the tuition has been paid. Cash, check, Visa, MasterCard, American Express and Discover are accepted. Tuition does not include the cost of books or supplies unless otherwise stated. Course tuition subject to change without notice.

Full-Time and Short-Term Credential Program Tuition: Payment arrangements and initial deposits for all tuition, fees, books and supplies (where applicable) must be completed prior to beginning any program. Financial aid is available to those who qualify in Pell-eligible programs. A no-interest school payment plan is also available to those who qualify in specific programs. Unless stated otherwise tuition includes: uniforms (where applicable) and first sitting for industry certifications.

Refund Policy: The school reserves the right to cancel classes due to insufficient enrollment. A full refund will be issued if a class is canceled by MCCTC.

Short-Term Class: Students wishing to withdraw may do so by phone or in person. If requested at least five (5) business days prior to the first class date a refund (less a \$15.00 withdrawal fee) will be issued. Otherwise no refund will be issued.

MCCTC Adult Career Center programs are also approved by the Ohio Department of Higher Education. Accrediting Commission of Career Schools & Colleges (ACCSC) 2101 Wilson Boulevard, Suite 302, Arlington, VA 22201 Phone: (703) 247-4212 • Website: www.accsc.org.

For complete accreditation information, go to: <http://mahoningctc.com/about-mcctc-adult-career-center.html>.

New Classes, Webinars, and Workshops will be introduced throughout the year. Check our website for the latest offerings. Printed class dates, times, tuition and books are subject to change without notice.

Administration: Mr. John Zehentbauer, **Superintendent**, Mr. Brian Rella, **Treasurer**, Mrs. Mary Mihalopoulos, **Supervisor**
Board of Education: Mrs. Marie Dockry, Mr. Michael Stanko, Mr. Ronald Shives, Attorney David Engler, Mr. Richard S. Scarsella, Ms. Beth Donofrio, Attorney Kathi McNabb-Welsh